

DCRA NEW GENERAL BUSINESS LICENSEBASIC BUSINESS LICENSE
REQUEST FORM 2009-02**EXEMPTION REQUEST CERTIFICATE****Exemptions**

For nearly all cases, if you have a business tax identification number, you will be required to obtain a BBL General Business License. However, there are some exemptions. Business entities whose principals are required to maintain licensure by a local, state or national certification board or body will not be required to obtain a General Business License. Other exemptions include:

- Not having registered as a business with the Office of Tax and Revenue/have not completed the combined business tax registration form (FR-500 Form);
- Having a Basic Business License for my primary business activity (exemption not applicable for Elevator, Retail Cigarette, Patent Medicine, Food Product, and/or Vending Machine endorsements) ; or
- Having a current occupational or professional license or having your business activities regulated by a local, state or national certification board.

If you feel you are exempt, please complete the exemption request certificate below and return this form to:

DCRA Business License Center
1100 4th Street, SW, Second Floor
Washington, DC 20024

Exemption Request Certificate

- ☐ My business is no longer in operation. (If you hold a Basic Business License, please return your license with this exemption form.)
- ☐ I have a current professional or occupational license or my business activities are regulated by a local, state or national certification board.
- ☐ I have a current Basic Business License that authorizes all my primary business activity (BBL includes endorsements other than Elevator, Retail Cigarette, Patent Medicine, Food Product, and/or Vending Machine)
- ☐ I have met the NEW license requirement. I recently obtained a Basic Business License with a General Business endorsement. I've indicated my new BBL number on the right.
- ☐ I run a General Contracting business and am not required to obtain a General Business License endorsement. I will submit a general contractor license application between April 1, 2009 and May 31, 2009.

Professional Organization: _____

Professional License Type: _____

Professional License Number: _____

Current BBL License Category: _____

Current BBL License Number: XXX- _____

DCRA USE ONLY

Business Name _____

Owner/Agent Name _____

Business Address _____

Premise Address _____

State _____ Zip _____ Phone (____) _____

Signature _____ Date _____

I/We understand that anyone who makes a false statement on this form can be criminally prosecuted and, if convicted, fined up to \$1000, imprisoned up to 180 days, or both, under D.C. Official Code § 22-2405.